

JOB TITLE: Half-time Consulting Minister

COMPENSATION PACKAGE: \$38,000

JOB DESCRIPTION:

The Unitarian Universalist Congregation of Queens is a small congregation located in Flushing, New York. The congregation celebrated its 100th anniversary in 2008. Though small, the members are passionate, enthusiastic and welcoming. We are seeking a dynamic minister with experience who can match that passion and help the congregation to evolve and grow in a challenging environment. He or she will support the congregation in its strong legacy of social justice, civil rights work and racial equity. The Consulting Minister will carry out the usual responsibilities of congregational ministry, including worship and pastoral care, for 20 hours per week. The minister serves a ministerial schedule from September through June, with July off for vacation and August for study leave.

The Consulting Minister will:

- Have primary responsibility for approximately two Sunday services per month;
- Collaborate, communicate, and coordinate with the Worship Committee, and the Music Director for all services throughout the year, to provide dynamic services to the community;
- Prepare a Ministerial Report for the monthly Board meetings, the three annual congregational meetings, and write a monthly column for the newsletter;
- Provide help to the community as it seeks to implement goals, objectives and long range plans;
- Collaborate with the Membership Committee to work towards growth;
- Work with the Social Justice Committee on social justice projects, and community outreach, including initiatives with Faith In New York;
- Lead or coordinate Adult RE, lay leader trainings, and day retreats;
- Attend committee meetings when on-site;
- Be available by telephone and email throughout the month, at reasonable hours, in accordance with this part-time position;
- Available for consultation on congregational business;
- Available for consultation with members seeking pastoral care;
- Schedule standing office hours, as well as hours by appointment, as needed, for congregant calls or visits;
- Join in community life to laugh and celebrate.

SKILLS & PERSONAL ATTRIBUTES NEEDED:

- Energetic
- Diplomatic
- Organization and Time Management Skills
- Leadership Ability
- A good sense of humor

CONTACT:

Joan Walker at (917) 363-6196 or by email at joanofwhitestone@yahoo.com
Unitarian Universalist Congregation of Queens
147-54 Ash Avenue
Flushing, New York 11355